

**NOTICE OF PROPOSED CHANGES
TO
BUILDING STANDARDS
OF THE
[STATE AGENCY NAME]**

**REGARDING THE [CODE NAME E.G. CALIFORNIA BUILDING CODE]
CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART [PART NUMBER E.G. 1, 2, 3 ETC.]
[SUBJECT MATTER]**

Notice is hereby given that the California Building Standards Commission (CBSC) on behalf of [STATE AGENCY NAME] proposes to adopt, approve, codify, and publish changes to building standards contained in the California Code of Regulations (CCR), Title 24, Part [PART NUMBER E.G. 1, 2, 3 ETC.]. The [STATE AGENCY NAME] is proposing building standards related to [SUBJECT MATTER].

PUBLIC COMMENT PERIOD

The California Building Standards Commission on behalf of [STATE AGENCY NAME] will hold a public hearing at [TIME], on [DATE] at [ADDRESS], during which time any person may present statements or arguments relevant to the proposed regulatory action summarized below.

Written comments will be accepted by the California Building Standards Commission regarding the proposed changes from [DATE] until [TIME] on [DATE].

Please address your comments to:

California Building Standards Commission
2525 Natomas Park Drive, Suite 130
Sacramento, CA 95833
Attention: Dave Walls, Executive Director

Written Comments may also be faxed to (916) 263-0959 or E-mailed to CBSC@dgs.ca.gov.

OR

A public hearing has not been scheduled; however, written comments will be accepted from [DATE], until [TIME] on [DATE]. Please address your comments to:

California Building Standards Commission
2525 Natomas Park Drive, Suite 130
Sacramento, CA 95833
Attention: Dave Walls, Executive Director

Written Comments may also be faxed to (916) 263-0959 or E-mailed to CBSC@dgs.ca.gov.

Pursuant to Government Code Section 11346.5 (a) 17, any interested person or his or her duly authorized representative may request, no later than 15 days prior to the close of the written comment period, that a public hearing be held.

POST-HEARING MODIFICATIONS TO THE TEXT OF THE REGULATIONS

Following the public comment period, the CBSC may adopt the proposed building standards substantially as proposed in this notice or with modifications that are sufficiently related to the original proposed text and notice of proposed changes. If modifications are made, the full text of the proposed modifications, clearly indicated, will be made available to the public for at least 15 days prior to the date on which the CBSC adopts, amends, or repeals the regulation(s). CBSC will accept written comments on the modified building standards during the 15-day period.

NOTE: To be notified of any modifications, you must submit written/oral comments or request that you be notified of any modifications.

AUTHORITY AND REFERENCE

The California Building Standards Commission proposes to adopt these building standards under the authority granted by [STATUTORY AUTHORITY REFERENCE(S)]. The purpose of these building standards is to implement, interpret, and make specific the provisions of [STATUTORY REFERENCES]. The [STATE AGENCY NAME] is proposing this regulatory action based on [STATUTORY AUTHORITY REFERENCE(S)].

INFORMATIVE DIGEST

Summary of Existing Laws

[Insert concise and clear summary of related laws in the format of the Legislative Counsel's Digest]

Summary of Existing Regulations

[Insert concise and clear summary of existing related regulations in the format of the Legislative Counsel's Digest]

Summary of Effect

[Insert summary of the effect of this proposed action]

Comparable Federal Statute or Regulations

[Insert statement or a brief description of significant differences and the full citation of comparable federal statutes or regulations]

Policy Statement Overview

[Insert statement explaining the broad objective of the regulation and if appropriate, the specific objectives]

OTHER MATTERS PRESCRIBED BY STATUTE APPLICABLE TO THE AGENCY OR TO ANY SPECIFIC REGULATION OR CLASS OF REGULATIONS

[Address any other matters as are prescribed by statutes applicable to the specific state agency or to any specific regulation or class of regulations]

MANDATE ON LOCAL AGENCIES OR SCHOOL DISTRICTS

The [STATE AGENCY NAME] has determined that the proposed regulatory action [WOULD OR WOULD NOT] impose a mandate on local agencies or school districts. [If the proposed action would impose a mandate, discuss

whether the mandate requires reimbursement pursuant to Part 7 (commencing with Section 175000 of Division 4 of the Government Code]

ESTIMATE OF COST OR SAVINGS

(An estimate, prepared in accordance with instructions adopted by Department of Finance, of cost or savings to any state agency, local agency, or school district. Provide a copy of the "Economic and Fiscal Impact Statement" (Form 399))

- A. Cost or Savings to any state agency: **[YES or NO]**
- B. Cost to any local agency required to be reimbursed under Part 7(commencing with Section 17500) of Division 4: **[YES or NO]**
- C. Cost to any school district required to be reimbursed under Part 7 (commencing with Section 17500) of Division 4: **[YES or NO]**
- D. Other nondiscretionary cost or savings imposed on local agencies: **[YES or NO]**
- E. Cost or savings in federal funding to the state: **[YES or NO]**

Estimate: [Insert estimate of cost or savings for A through E]

INITIAL DETERMINATION OF SIGNIFICANT STATEWIDE ADVERSE ECONOMIC IMPACT ON BUSINESSES

(If the agency makes an initial determination that the adoption/amendment/repeal of this regulation may have a significant, statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states. The determination shall include the following:)

- A. Identification of the types of businesses that would be affected.
[List types of businesses]
- B. A description of the projected reporting, record keeping, and other compliance requirements that would result from the proposed action.
[Insert description]
- C. The [STATE AGENCY NAME] has made an initial determination that the (adoption/amendment/repeal) of this regulation may have a significant adverse economic impact on businesses, including the ability of California businesses to compete in other states. The [STATE AGENCY ACRONYM] (has/has not) considered proposed alternatives that would lessen any adverse impact on business and invites you to submit proposals. Submissions may include the following considerations:

The establishment of differing compliance or reporting requirements or timetables which take into account the resources available to businesses.

Consolidation or simplification of compliance and reporting requirements for businesses.

The use of performance standards rather than prescriptive standards.

Exemption or partial exemption from the regulatory requirements for businesses.

OR

INITIAL DETERMINATION OF NO SIGNIFICANT STATEWIDE ADVERSE ECONOMIC IMPACT ON BUSINESSES

(If the agency makes an initial determination that the adoption/amendment/repeal of this regulation will not have a significant, statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states, it shall make a declaration to that effect.)

The [STATE AGENCY NAME] has made an initial determination that the adoption/amendment/repeal) of this regulation will not have a significant statewide adverse economic impact on businesses, including the ability of California businesses to compete with business in other states.

DECLARATION OF EVIDENCE

(The declaration the agency shall provide in the record of facts, evidence, documents, testimony, or other evidence that the agency relies upon to support its initial determination of no effect.)

FINDING OF NECESSITY FOR THE PUBLIC'S HEALTH, SAFETY, OR WELFARE

(Any regulation that requires a report shall not apply to businesses, unless the agency makes a finding that it is necessary for the health, safety, or welfare of the public that the regulations apply to businesses.)

[Insert finding]

COST IMPACT ON REPRESENTATIVE PRIVATE PERSON OR BUSINESS

(Describe all cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action. If no cost impact provide the following statement)

The [STATE AGENCY ACRONYM] is not aware of any cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action.

ASSESSMENT OF EFFECT OF REGULATIONS UPON JOBS AND BUSINESS EXPANSION, ELIMINATION OR CREATION

The [STATE AGENCY NAME] has assessed whether or not and to what extent this proposal will affect the following:

The creation or elimination of jobs within the State of California.

[Insert statement]

The creation of new businesses or the elimination of existing businesses within the State of California.

[Insert statement]

The expansion of businesses currently doing business with the State of California.

[Insert statement]

INITIAL DETERMINATION OF SIGNIFICANT EFFECT ON HOUSING COSTS

The [STATE AGENCY NAME] has made an initial determination that this proposal [WOULD OR WOULD NOT] have a significant effect on housing costs.

(If the agency has prepared an evaluation this statement is to be shown.)

(The CBSC contact designated below will make the [STATE AGENCY NAME] evaluation of the effect of the proposed regulatory action on housing costs available upon request.)

CONSIDERATION OF ALTERNATIVES

The [STATE AGENCY NAME] must determine that no reasonable alternative considered by the state agency or that has otherwise been identified and brought to the attention of the agency would be more effective in carrying out the purpose for which the action is proposed or would be as effective and less burdensome to affected private persons than the proposed action.

AVAILABILITY OF RULEMAKING DOCUMENTS

All of the information upon which the proposed regulations are based is contained in the rulemaking file, which is available for public review, by contacting the person named below. This notice, the express terms and initial statement of reasons can be accessed from the California Building Standards Commission website:

<http://www.bsc.ca.gov/>

Interested parties may obtain a copy of the final statement of reasons once it has been prepared, by making a written request to the contact person named below or at the California Building Standards Commission website.

CBSC CONTACT PERSON FOR PROCEDURAL AND ADMINISTRATIVE QUESTIONS

General questions regarding procedural and administrative issues should be addressed to:

**[Insert name of assigned CBSC staff person and back-up person]
2525 Natomas Park Drive, Suite 130
Sacramento, CA 95833**

**Telephone No.: (916) 263-0916
Facsimile No.: (916) 263-0959**

PROPOSING STATE AGENCY CONTACT PERSON FOR SUBSTANTIVE AND/OR TECHNICAL QUESTIONS ON THE PROPOSED CHANGES TO BUILDING STANDARDS

Specific questions regarding the substantive and/or technical aspects of the proposed changes to the building standards should be addressed to:

**[Insert name of state agency contact person and title]
[Insert name of department and division]
[Insert contact person's telephone number including area code]
[Insert contact person's E-mail address]
[Insert contact person's facsimile number]**